



# Loudoun County Parks, Recreation and Community Services

## Adaptive Recreation Summer Day Camp

### TRANSPORTATION REQUEST FORM

**\*\*\* Must be received by MAY 15th to be considered for 1st week transportation. \*\*\***

**Instructions:** Please provide complete information on form. Transportation services will not honor incomplete requests. Should your transportation request be granted, Transportation Services will contact you with start date, time, and location of transportation prior to your camper starting camp. **Any changes to this request MUST be made through the Camp Specialist via e-mail or fax and will take 7 business days to process.**

For ALL questions or request changes regarding transportation, please contact the Camp Specialist.

**Camp Specialist:** Shayle Cavalli

**FAX:** 703-771-5383

**E-Mail:** [shayle.cavalli@loudoun.gov](mailto:shayle.cavalli@loudoun.gov)

**PHONE:** 703-771-5010

<b>Camper NAME:</b>		<b>Camper DOB:</b>	
<b>STREET ADDRESS:</b>		<b>CITY:</b>	<b>ZIP:</b>
<b>Guardian PRIMARY:</b>		<b>HOME #:</b>	
<b>Address:</b> (if different from above)		<b>CELL #:</b>	
		<b>WORK #:</b>	
<b>Guardian SECONDARY:</b>		<b>HOME #:</b>	
<b>Address:</b> (if different from above)		<b>CELL #:</b>	
		<b>WORK #:</b>	

#### Transportation Request:

**Does Camper use one of the following?** (please circle YES or NO for each question)

**Wheelchair?** YES / NO      **Car seat?** YES / NO      **Harness?** YES / NO

**AM Transportation to Camp:** (check one)

☐ HOME

☐ REGIONAL SITE

☐ NONE

☐ OTHER (name, address, phone):

**SUMMER SCHOOL Transportation to Camp:**

☐ YES

☐ NO

**PM Transportation from Camp:** (check one)

☐ HOME

*ATTN: No regional drop-off in afternoon.*

☐ NONE

☐ OTHER (name, address, phone):

**Summer Camp weeks my child is registered for are:** (please check)

☐ Week 1

☐ Week 2

☐ Week 3

☐ Week 4

☐ Week 5

☐ Week 6

☐ Week 7

#### LATE PICK-UP FEES for campers using Public School System's Transportation:

There is a \$30.00 fee if a camper needs to be taken to the PRCS office because there was no one at the transportation PM drop-off site. Late pick-up fees are due with the next payment or within two weeks of the last session attended.

\* PRCS policy for late pick-ups from the school bus drop-off site is for the county school bus driver to transport the camper to Senior Center/PRCS building in Leesburg. The participant will be met by a PRCS employee and will wait in the Senior Center lobby until the child is picked-up. Please keep mind that the late fee charge will be accumulating from the time of the scheduled drop-off until the camper is picked-up at the Senior Center.\*

**Guardian Signature**

**Date**